



**TOWN OF FRAMINGHAM
MASSACHUSETTS**

**RFP#16-134
June 30, 2016**

**NOTICE OF VACANCY
June 30, 2016**

POSITION: Lead Driver

DEPARTMENT: Public Works/Sanitation

SALARY: W11 \$19.63 – \$23.10

HOURS: Monday – Friday 7:00am to 3:00pm

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

Drives and Operates assigned motor equipment in accordance with all applicable regulations and safety practices; Performs laboring and related work incidental to assigned task; performs laborers duties when not performing operator duties.

Be responsible to make sure that all safety practices and measures, including but not limited to, work zone safety and that personal protective clothing is worn.

Operates motor equipment in a professional and competent manner with care taken to perform safely and with efficiency.

Ensures that the Sanitation collection of curbside rubbish and/ or recycling is collected in a timely, clean and orderly fashion.

Reports problems to the appropriate supervisor so that all waste disposal issues can be resolved quickly and efficiently and within the guidelines of the town's sanitary rules and regulations.

Conducts themselves in a professional and courteous manner.

SUPERVISION RECEIVED:

Works under the general direction of the Sanitation Environmental Health Specialist, or his designee.

SUPERVISION EXERCISED:

Shall be responsible for the conduct and productive collection of the assigned crew.

Is responsible for the assigned route and related waste issues.

DUTIES AND RESPONSIBILITIES:

Operate Sanitation equipment including rubbish packers, roll-off trucks, stationary compactors, Front end loaders, skid steer loaders, lift gate trucks.

Performs vehicle condition inspections and reports as required by law or department policy.

Performs minor maintenance functions on assigned equipment such as checking and maintaining air pressures, fluid levels; lubrication of mechanical joints by installing necessary greases; etc.

Prepares trip logs, equipment inspection records, collection violation reports and other related records as directed.

Maintains trucks, equipment and work area(s) in clean and orderly manner.

Ensures that any passengers comply with established safety procedures.

Performs laboring duties incidental to assigned duties. May be assigned as a laborer when not assigned to driving or equipment operation; performs related work as assigned including acting as a collector.

Performs miscellaneous maintenance and repair tasks on municipal buildings and on town owned properties.

Any other related duties that may be required

Performs required Department of Public Works tasks such as snow plowing, snow removal, standby and emergency duties, and other essential functions as necessary.

Required to work both scheduled and unscheduled overtime as assigned or necessary.

QUALIFICATIONS AND ENTRANCE REQUIREMENTS

WORKING KNOWLEDGE OF THE FOLLOWING:

Considerable knowledge of principles and practices pertaining to correct and safe operation of equipment and assigned vehicles.

Applicable State, Municipal, and Department rules and regulations pertaining to safe operation of assigned motor equipment.

Rules and regulations relative to proper safety codes.

THE ABILITY TO:

Recognize conditions requiring maintenance and repair; perform these repairs as necessary.

Work alone without close supervision.

Perform moderately heavy material handling.

Work in difficult positions when necessary.

Work scheduled and unscheduled overtime as may be required.

Meet physical requirements necessary to perform duties including successful completion of periodic physical examinations.

Comply with Town and Department policies and procedures.

Demonstrate ability to exercise sound judgment consistently.

Frequently lifting of over 25 lbs, periodic lifting of over 50 lbs; and occasional lifting up to 100 lbs.

Extensive physical activity performing strenuous daily activities of a primarily industrial nature.

Frequent stooping, kneeling, crouching, crawling, lifting, and carrying.

Perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions.

ENTRANCE REQUIREMENTS:

Two years of paid experience in the profession, as a motor equipment operator, or equivalent. Considerable experience or training in the operation of all types of assigned motor equipment utilized by the Town.

Must possess a valid Commonwealth of Massachusetts Class B license with air brake endorsement and a good driving record.

Possession of a Massachusetts Department of Public Safety Hoisting Engineers License with appropriate endorsements.

Good physical condition as evidenced by a physical examination at the Occupational Health Clinic.

PERFORMANCE EVALUATION PROVISION:

This position is subject to the performance evaluation and step increase provision as established within the 2003 re-organization of the Department.

Performance evaluations shall be performed annually by the Division Director or his/her designee. These evaluations shall be used to establish goals and objectives, measure progress and accountability, and to identify areas where an employee's performance may require improvement. A good performance evaluation shall be the minimum requirement in order to achieve an annual step increase in wage.

Please visit our website:

<https://ess.framinghamma.gov/MSS/employmentopportunities/default.aspx>

The Town of Framingham is an Affirmative Action Equal Opportunity Employer.